Parking and Transportation Services Department

2018 Fiscal Year Summary







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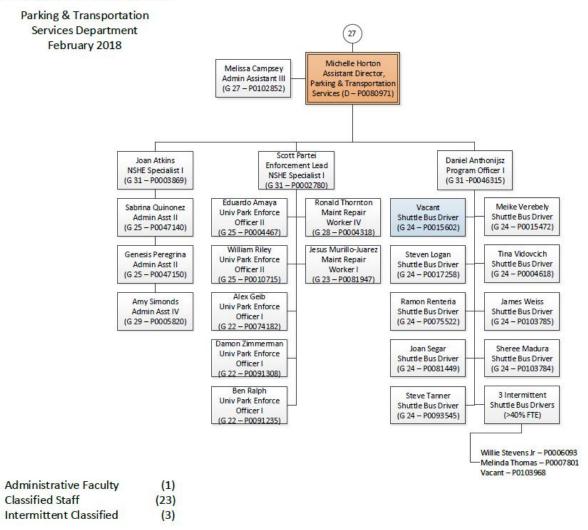
Mission: Provide safe, reliable and convenient campus parking services that meet and support the mission of the University and the parking needs of the campus and its surrounding community.

Introduction: The University of Nevada, Reno Parking and Transportation Services Department is located on 16th Street just north of the Fleischmann Planetarium. Hours of operation of the main office are 8:00 a.m. to 5:00 p.m. Monday through Friday. The Parking and Transportation Services Department implemented regulations which best utilize roadways and parking areas for the benefit of University of Nevada, Reno students, staff, faculty and visitors. The Department is responsible for the issuance of parking permits, enforcement of the parking rules and regulations, installation of parking signs, management and maintenance of parking meters and facilities, and overseeing the campus shuttle service and special event parking.

The Parking and Transportation Services Department includes one professional faculty position and four operations teams:

- The Office/Administrative Operation
 - o Five full-time classified employees and students.
- The Enforcement Operation
 - Four full-time classified employees, two part-time employees and students.
- The Shuttle Operation
 - o Four full-time and 10 intermittent classified employees.
- The Maintenance Operation
 - o Two full-time classified employees and students.

Facilities Services



Parking Permit Types, Cost and Numbers Sold

The University of Nevada, Reno Parking office sells a variety of permits to the Campus Community. A total of 10,747 vehicle permits and 183 motorcycle permits were sold (Fall Statistics).

Zone	Permit Cost	Annual Permits Sold	Semester Permits Sold	Total Sold
Silver Zone Reserved	\$475	75	0	75
Silver Contractor	\$475	66	0	66
Reserved Dept Spaces	\$475	277	0	277
Silver Zone	\$400	4,127	894	5,021
Silver Carpool	\$400	37	0	37
Yellow 1	\$400	591	0	591
Yellow 2	\$400	146	0	146
Yellow 3	\$400	44	0	44
Green Zone	\$230	1,522	1,076	2,598
Green Carpool	\$230	5	0	5
Orange Zone	\$230	203	0	203
Tan Zone	\$300	554	0	554
Blue Zones (1&2)	\$125	396	141	537
Disabled	\$125	194	0	194
Evening	\$125	149	250	399
Total Vehicle Permits		8,386	2,361	10,747



183 motorcycle parking permits sold

277 reserved paid signed spaces on campus.

286 parking permits and 13 wolf passes reported lost or stolen.

Total Painted Spaces by Zone

Zone	Total Spaces
Reserved Department/Dean's VP's/FMS/Patient	310
Silver	3,525
Silver Carpool	35
Yellow	754
Green	1,480
Green Carpool	12
Orange	145
Tan	415
Blue 1&2	475
Parking Meters/ Hourly Parking	462
Disabled	303
Loading Zone/ Service Vehicle	207
Free Spaces/ Free Disabled	850
Total #of Vehicle Spaces	8,973
Total # of Motorcycle Areas	29

On September 28 and November 16, parking utilization surveys indicated a total of 873 vacant spaces available on campus.



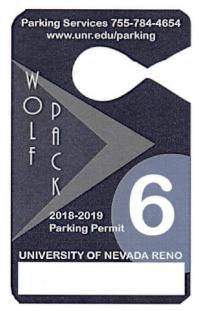
Free Parking Spaces and Location

Location	Number of Spaces
President's Spaces/ Silver 1	2
Tenant Parking/ Silver 6 Dirt Lot	57
Sports Medicine Physicians/ B11 Permits	6
Nevada Historical Society	19
Davidson Academy	25
NSHE Employees and Guests/ Enterprise and Evans	67
Patient Spaces for Nevada Physical Therapy/ROC	40
KNPB Visitor Parking	21
Nevada Early Intervention Services/ Special Children's Clinic	80
Children's Behavioral Center	72
Computing Center/ Behind Fence- Green Zone	15
20 Minute Child and Family Research Center Loading/ Silver 2	6
20 Minute Early Learning Center Parking/ Silver 3	2
Valley Road/ Behind Fenced Area	31
Nelson Building	51
20 Minute Parking Services/ Silver 17	7
Police Services/ Silver 15	1
Police Services/ Silver 11	15
Central Receiving/ Green Zone	20
Sinclair Visitors and Staff Parking	85
Hixon Field/ Manogue Road	100
Lombardi Meters	3
Motor pool area	94
Post Office	30
Real Estate Office	4
Disabled spaces in free zones	28
Total	850

Parking Permit Revenue

\$3,527,101 was received from the sale of annual and temporary campus parking permits. The following is a breakdown of parking permit revenue by month.

Month	Amount	Cumulative
July	\$ 579,877	\$ 579,877
August	\$ 1,073,172	\$ 1,653,050
September	\$ 357,386	\$ 2,010,436
October	\$ 18,725	\$ 2,029,161
November	\$ 12,919	\$ 2,042,080
December	\$ 305,432	\$ 2,347,512
January	\$ 292,807	\$ 2,640,320
February	\$ 86,894	\$ 2,727,214
March	\$ 73,525	\$ 2,800,739
April	\$ 70,462	\$ 2,871,201
May	\$ 120,130	\$ 2,986,911
June	\$ 540,191	\$ 3,527,101





Parking Meter Revenue

Physical meter heads only/does not include hourly parking spaces

\$118,272 was received from the 179 campus parking meters, an average of \$661 per meter. The following is a breakdown of meter revenue by month.

Month	Amount	Cumulative
July	\$ 3,789	\$ 3,789
August	\$ 7,413	\$ 11,201
September	\$ 13,719	\$ 24,921
October	\$ 13,824	\$ 38,744
November	\$ 9,268	\$ 48,012
December	\$ 12,097	\$ 60,110
January	\$ 3,550	\$ 63,660
February	\$ 13,986	\$ 77,647
March	\$ 9,763	\$ 87,409
April	\$ 13,504	\$ 100,913
May	\$ 10,729	\$ 111,642
June	\$ 6,630	\$ 118,272



Pay and Display Revenue

\$849,483 was received from the 11 pay and display machines on campus. The following is a breakdown of pay and display revenue by month.

Month	Amount	Cumulative
July	\$ 31,108	\$ 31,108
August	\$ 55,473	\$ 86,581
September	\$ 95,816	\$ 182,397
October	\$ 79,143	\$ 261,540
November	\$ 96,503	\$ 358,043
December	\$ 69,253	\$ 427,296
January	\$ 48,664	\$ 475,960
February	\$ 86,018	\$ 561,979
March	\$ 79,193	\$ 641,172
April	\$ 99,776	\$ 740,948
May	\$ 73,016	\$ 813,964
June	\$ 35,519	\$ 849,483

^{*}An additional \$17,197 was received from codes used by departments. This revenue was placed in the recharge account, as required.

Pay and Display Machine - Usage by Month

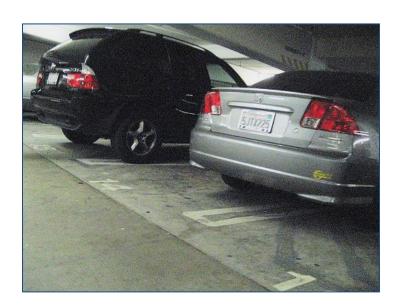
239,586 permits were dispensed from the pay and display machines.

Location	#1	#2	#3	#4	#5	#6	#7	#8	#9 Marrill	#10	#11	
Month	Whalen	Whalen	Center	Stadium	Stadium	Medical	KC	Lombardi	Morrill	Fitness	Fitness	Total Use
July	2,331	2,833	36	342	834	133	800	280	424	651	1,207	9,871
August	4,150	4,326	48	759	1,890	362	1,069	287	456	1,490	2,439	17,276
September	5,445	6,431	74	1,112	2,595	474	1,340	724	779	2,369	3,726	25,069
October	5,191	6,512	47	1,049	2,655	495	1,565	845	1,076	2,515	3,961	25,911
November	4,472	6,168	29	892	2,476	524	1,413	829	1,064	2,345	3,728	23,940
December	3,387	4,635	22	554	1,503	320	1,075	531	701	1,815	2,809	17,352
January	3,093	4,322	17	450	1,481	314	797	385	426	1,826	3,082	16,203
February	4,465	6,165	24	1,017	2,118	479	1,473	654	931	2,962	3,398	23,685
March	4,162	6,015	43	803	1,996	425	1,435	690	830	2,359	3,809	22,567
April	5,350	6,629	38	1,055	2,561	404	1,743	1,055	1,226	2,989	4,347	27,397
May	3,738	5,066	43	781	1,569	449	1,362	752	750	1,946	3,151	19,607
June	2,579	2,270	57	575	867	212	722	340	492	1,001	1,593	10,708
Total	48,362	61,382	478	9,389	22,545	4,591	14,794	7,372	9,155	24,268	37,250	239,586

Parking Citation Revenue

 $\$808,\!484$ was received from the collection of parking citations. The following is a breakdown of citation revenue received by month.

Month	Amount	Cumulative
July	\$ 40,644	\$ 40,644
August	\$ 51,105	\$ 91,749
September	\$ 52,085	\$ 143,834
October	\$ 44,925	\$ 188,759
November	\$ 101,911	\$ 290,670
December	\$ 61,250	\$ 351,920
January	\$ 71,108	\$ 423,028
February	\$ 63,934	\$ 486,962
March	\$ 79,376	\$ 566,338
April	\$ 109,931	\$ 676,269
May	\$ 84,185	\$ 760,454
June	\$ 48,030	\$ 808,484



Parking Citations, Warnings and Flyers Issued

Permits must be displayed Monday through Thursday from 7:30 a.m. to 8:00 p.m. and Friday from 7:30 a.m. to 5:00 p.m.

36,927 citations and courtesy warnings were issued. Below is a breakdown of violation types. Of the 21,986 citations issued, 1,406 were voided, leaving 20,580 citations due. 19,018 were paid, resulting in a 92% collection rate.

74 vehicles were immobilized for excessive fines and 0 were towed.

Violation	Amount of Violation	Citations	Warnings	Voids
Lost/Stolen Forge Fee	\$ 400	7	0	1
Disabled Zone	\$ 250	12	26	12
Possession of Lost/Forged Stolen Permit	\$ 250	8	0	0
Parking Privileges Suspended	\$ 50	61	4	5
Parking in Gated/Coned Area	\$ 50	10	9	1
Obstructing Traffic	\$ 40	5	3	2
Blocking	\$ 40	12	9	4
Parked on Lawn/Landscape	\$ 40	8	9	2
No Parking Permit	\$ 30	7,124	4,545	423
No Parking Zone	\$ 30	195	90	31
Parking in Improper Zone	\$ 30	6,311	1,824	297
Red Zone	\$ 30	114	33	13
Meter Violation	\$ 20	7,298	1,149	512
Timed Zone	\$ 20	614	55	28
Line Straddling	\$ 10	34	183	10
Improper Display of Permit	\$ 5	159	3,319	39
Boot Courtesy	\$ 0	0	483	4
Other (friendly flyer, flat tire assists)	\$ 0	14	3,974	22
Total		21,986	14,941	1,406

Parking Citation Appeals

816 citations were appealed. Below is a breakdown of appeals that were approved, disapproved or reduced. (42% Approval Rate)

Approved	Disapproved	Reduced	
346	455	15	_

Motorist Assistance Program

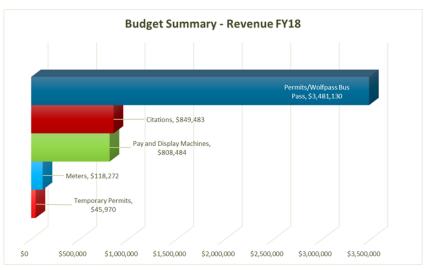
242 people were assisted by the Motorist Assistance Program, a free service which provides vehicle assistance to members of the campus community. Below is a breakdown of services provided by month.

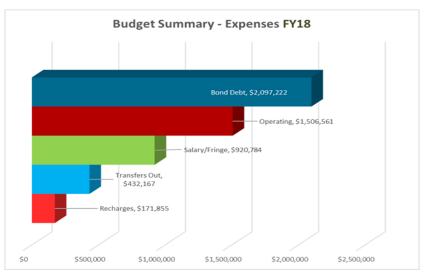
Month	Jumpstart	Unlock	Other	Total
July	1	3	1	5
August	10	8	2	20
September	19	4	3	26
October	9	9	3	21
November	18	9	1	28
December	9	2	1	12
January	18	9	2	29
February	12	10	1	23
March	16	10	7	33
April	12	3	1	16
May	15	7	0	22
June	5	2	0	7
Total	144	76	22	242



Parking Operations Budget Summary

Beginning Balance	\$2,642.877
Sales and Services	5,291,196
Total Funds	7,934,073
_	
Expenses	
Salary/Fringe	920,784
Operating	1,506,561
Equipment	0
Bond Debt	2,097,222
New Construction	0
Recharges	-171,855
Transfers	432,167
Encumbrances	0
Total Expenses	\$4,784,879
Ending Balance	\$3,149,194





Special Events

623 large events required special parking arrangements which include special signage, parking attendants, parking permits, and/or suspension of parking enforcement. Entities are billed for special event services. Below is a breakdown of the number of special events that were provided.

Month	Number of Events
July	48
August	44
September	58
October	50
November	55
December	29
January	30
February	48
March	55
April	65
May	60
June	81
Total	623



Beginning Balance	\$ 24,058
Sales and Services	18,181
Total Funds	42,239
Expenses	
Salary/Fringe	35,403
Operating	70,311
Recharges	-67,374
Total Expenses	\$ 38,339
Ending Balance	\$ 3,900

PACKTransit Shuttle Ridership Statistics

346,501 rides were provided on the campus shuttle service. During the instructional days of fall and spring semesters, the BLUELine operates Monday through Thursday from 7:30 a.m. to 10:00 p.m. and Friday from 7:30 a.m. to 5:30 p.m. The SILVERLine operates Monday through Thursday from 7:30 a.m. to 6:30 p.m. and Friday from 7:30 a.m. to 5:30 p.m. During the summer, the shuttle hours are Monday through Friday from 7:30 a.m. to 5:30 p.m.

During instructional days of fall and spring semesters, the Davidson Academy shuttle operates Monday through Friday three times in the morning and twice in the afternoon.

The following is a breakdown of the number of rides provided each month.

Month	BLUELine	SILVERLine	Cumulative
July	1,511	1,821	3,332
August	8,230	6,276	17,838
September	26,855	20,234	64,927
October	27,730	21,425	114,082
November	25,035	17,968	157,085
December	14,629	10,223	181,937
January	12,152	8,890	202,979
February	25,475	16,129	244,583
March	21,766	13,490	279,839
April	27,074	16,575	323,488
May	13,041	7,616	344,145
June	1,021	1,335	346,501
Total	204,519	141,982	346,501

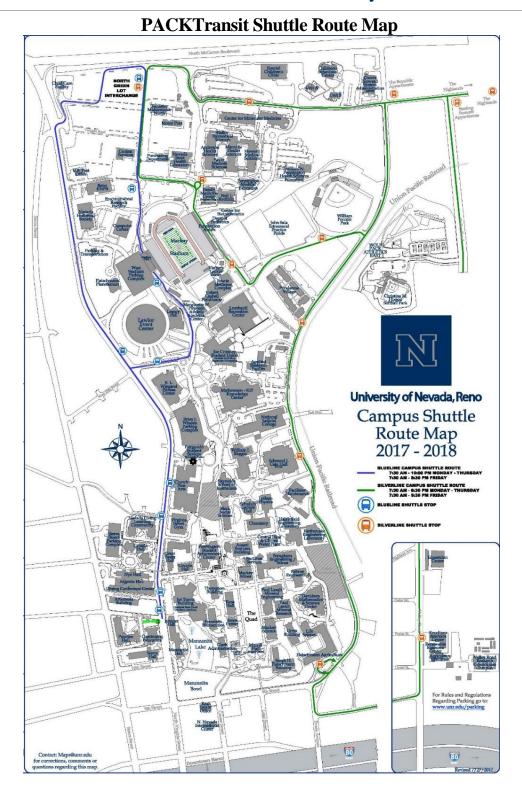
Davidson
0
334
1,285
1,274
1,047
761
478
992
762
995
598
0
8,526
-

PACKTransit Shuttle Operating Costs

Shuttle operating costs include the BLUELine, the SILVERLine and the Davidson Academy Routes.

PACKTransit Operating Costs	
Total Wage and Fringe	\$ 443,397
Operating Expense	\$ 149,483
Total Cost to Operate Shuttles	\$ 592,880
Total Hours Worked	15,224
Per Hour Cost	\$ 38.89
Number of Total Riders	346,501
Cost per Ride	\$ 1.71

Beginning Balance	\$ 28,235
Sales and Services	57,380
Shuttle Agreements	170,071
Insurance Recovery	0
Transfer from Parking Operations	402,167
Total Funds	657,853
Expenses	
Salary/Fringe	443,397
Operating	149,483
Equipment	0
Recharges	0
Transfers	0
Encumbrances	0
Total Expenses	\$ 592,880
Ending Balance	\$ 64,973



Transportation Demand Management Program

The Parking and Transportation Services Department offers programs to encourage individuals to use alternate modes of transportation to get to campus. A carpool permit, the Wolf Pass City bus program, Zipcar service, motorcycle permits as well as free bicycle permits are offered. Bicycle lockers and racks are also available.

1,555 campus members registered as alternate transportation users (fall).

Туре	Motorcycles	Carpoolers	Bicyclists	Wolf Pass	East Campus Resident	Circus Circus
Fac/ Staff	52	18	58	0	0	22
Students	131	31	426	108	453	256
Total	183	49	484	108	453	278

Alternate Transportation Rates (fall)

9,736 zone permits were sold (fall). 9,736 is used when calculating the number of faculty, staff and students who purchase permits.

		Number of Permits		
Type	Headcount	Sold	Drive Alone	Alternate
Fac/Staff	3,092	2,583	84%	16%
Student	21,657	6,850	32%	68%
Total	24,749	9,433	38%	62%

^{*303} permits were sold to departments or affiliates



Permits Sold by Category

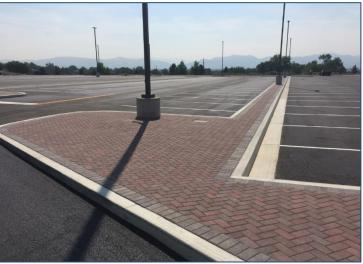
Zone	Spaces That Can be Sold	Total Permits Sold	Sold to Faculty or Staff	Sold to Students	Sold to Departments or Others
Silver 1	1	1	1	0	0
Silver 2	49	54	53	0	1
Silver 3	27	19	18	0	1
Silver 6	49	50	50	0	0
Silver 7	49	47	37	0	10
Silver 8	24	19	14	0	5
Silver 9	30	29	26	0	3
Silver 10	325	469	299	154	16
Silver 11	764	993	905	0	88
Silver 11 carpool	22	18	18	0	0
Silver 12	114	137	130	0	7
Silver 13	35	34	28	0	6
Silver 14	76	92	57	0	35
Silver 16	255	294	58	219	17
Silver 17	1,598	1,881	158	1,709	14
Silver 17 fall	-	894	13	881	0
Silver 17 carpool	17	19	0	19	0
Silver 18	5	4	4	0	0
Silver 19	10	4	4	0	0
Total Silver	3,418	5,058	1,873	2,982	203
Green 1	1,435	1,522	404	1,095	23
Green 1 fall	-	1,076	10	1,066	0
Green 1 carpool	12	5	0	5	0

Total Green	1,447	2,603	414	2166	23
Tan	394	554	86	422	46
Total Tan	394	554	86	422	46
Blue 1	366	355	109	222	24
Blue 1 fall	-	141	5	136	0
Blue 2	86	41	0	41	0
Total Blue	452	537	114	399	24
Orange	141	203	21	177	5
Total Orange	141	203	21	177	5
Yellow 1	538	591	7	584	0
Yellow 2	132	146	60	86	0
Yellow 3	47	44	8	34	2
Total Yellow	717	781	75	704	2
Total Zone Permits	6,601	9,736	2,583	6,850	303
Silver Zone	75	75	36	0	39
Disabled	190	194	63	131	0
Contractor	-	66	0	0	66
Reserved	-	277	0	0	277
Evening	-	149	25	115	9
Evening fall	-	250	11	239	0
Total Other	293	1,011	135	485	391
Grand Total	6,894	10,747	2,718	7,335	694

Summary of Asphalt Repairs on Campus

Location	Project Number	Repair Amount	Date	Description
Repair roadway				Repair east stadium way asphalt road
and parking west			February	and parking lots between Enterprise
of Anderson	16-2098	\$130,000	2017	Rd. to 17 th street
Maintain parking				Crack seal, slurry seal and patch as
lots	17MNT00416	\$45,000	July 2017	required
				Design and repair deck at Whalen
Whalen Complex	17DRPR00441	\$95,000	August 2017	Complex
				Design West Stadium Way North
West Stadium Way	17-0034	\$48,772	August 2017	Phase I
				Remove and replace asphalt pavement
Peccole Park	17DRP01191	\$973,000	August 2017	in the entire area
ADA ramp at				
Cashell	18MNC00583	\$2,825	August 2017	Employee with ADA
Whalen Complex	N/A	\$5,124	August 2017	One-way conversion costs
				Study of traffic in parking garage
			September	required to identify improvements in
North Campus	17DRP01190P1	\$70,700	2017	traffic flow
Total Amount		\$1,370,421		





Summary of Department Accomplishments/Initiatives

Administration/Office

- Implemented a permit fee increase for FY19—assists in funding future parking complex deferred maintenance and the PACKTransit shuttle system.
- Entered into a pilot bike sharing program with Limebike—assists in TDM efforts.
- Continued funding the UNRPD cadet program— assists in keeping the campus community safe in the evening.
- Successfully scheduled hundreds of campus special events— assists in providing exceptional customer service.
- Proposed new parking options for on-campus residents—provides on campus residents with options for overnight parking.
- Continued weekly staff training program (tool box talks) and created a calendar so each member of the Management Team knew when to present their talk—assists in training of new products, policies and procedures for all employees.
- Implemented a one-way traffic pattern in Whalen—improves traffic volume and circulation within the structure.
- Conducted the parking permit design contest for students—promotes student engagement.
- Performed lot vacancy counts in September and March to determine occupancy rates on campus—assists in future planning efforts.
- Requested design/build proposal for the new Gateway Parking Complex and hired a designer—assists in future parking supply.
- Continued in our TDM efforts (carpooling, biking, busing, Zipcar, walking) *Provides alternative options to purchasing vehicle parking permits*.
- Updated Standard Operating Procedures--establishes policy guidelines and standards.
- Created a new SOP for the closure of the garages during in climate weather—*establishes policy guidelines and standards*.
- Began using Workday—assists in continuity across campus.
- Administered Implicit Bias training to all staff—facilitates compliance.
- Hired three new employees—assists in providing exceptional customer service.
- Promoted management staff—builds stronger department.
- Hired Manpower to supplement parking services for special events—assists in providing exceptional customer service.
- Established a construction calendar—assists in providing construction information to other members of the PTS team.

Field and Maintenance

- Replaced 20 disabled parking spaces on campus displaced by construction—provides sufficient parking for disabled faculty, staff, students and visitors.
- Created a key pickup location for the north warehouse—provides easy access for users.
- Installed speed bumps on level three of the West Stadium Complex—promotes safety.
- Continued to update parking lot and garage signage—provides signage uniformity and customer service enhancements across campus.
- Installed a reserved space for the President's golf cart in the Whalen Complex—provides easy access for President's office during special events.
- Installed additional bike racks and bike lockers throughout the campus—promotes the use of alternate modes of transportation and offers close, convenient racks for bicyclists.
- Coordinated annual campus parking space counts and updated the campus interactive map—provides easy reference of parking lot inventory on campus.
- Performed parking lot inventory counts on the entire campus—ensures inventory is accurately tracked annually and changes are documented.
- Restriped parking areas, disabled zones and red curbs—keeps parking lots in good shape.
- Continued to install and relocate reserved signage as necessary—provides good customer service for those who pay for the space.
- Renovated the Orange/Green lot at Peccole Park—maintain quality of parking areas.

PACKTransit Shuttle

- Presented PACKTransit options to ASUN for student funding—encourages student engagement.
- Hired additional shuttle drivers— assists in providing exceptional customer service.
- Implemented a mobile fueling station for PACKTransit buses—easy access and convenience to drivers.
- Continued shuttle agreements with Highlands, Sterling and Republic Apartments to provide transportation to/from the campus—reduces the drive alone rate to campus.
- Renegotiated Highlands contract to include a 4% increase—cover transportation costs
- Established a shuttle calendar- assists in providing shuttle event information to other members of the team.
- Continued to subsidize the RTC Wolf Pass Program— assists in efforts to support TDM programs to encourage alternate modes of transportation.
- Reduced the PACKTransit BLUELine shuttle service to two buses and the SILVERLine shuttle service to one bus—assists in cost savings due to reduced ridership.
- Continued to provide shuttle service for the Reno Rodeo—assists in good community relations.

Campus Zone Parking Map

